

POLICE OFFICER

(Competitive Class)

GENERAL STATEMENT OF DUTIES

The performance of the duties assigned by a superior officer that is delegated to the police department by federal, state, or municipal statutes in the preserving of the peace and order within its jurisdiction.

DISTINGUISHING FEATURES OF THE CLASS

Work in this class involves responsibilities of law enforcement. Employees work along with and receive assistance from older employees of the department.

EXAMPLES OF WORK

(Illustrative only. Note: These examples below indicate only the general type of work performed in these positions and are not intended to restrict duties to those listed.)

Patrol work, including comprehensive traffic accident reports;

Help keep traffic moving;

Mark cars for overtime parking;

Answer questions for and direct public;

Assist children, crippled, blind, or elderly persons in crossing streets, etc.;

Help maintain order in crowds and at public gatherings;

Attend classes of instruction. Read and study assigned materials and generally prepare himself for the better performance of his work;

Make arrests in accordance with the law.

SPECIAL REQUIREMENTS FOR ADMISSION TO ELIGIBILITY TEST AND FOR BEGINNING WORK IN CLASS

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the examination.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United

States.

After offer of employment, but before beginning work in this class, must pass a physical examination, the selection and administration of which will be authorized by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must present documentation indicating, at a minimum, that the applicant has met the minimum high school graduation requirements necessary to receive a high school diploma as established by the state of Louisiana Board of Elementary and Secondary Education. Such documentation shall include at least one of the following: high school diploma, high school transcript, certificate of equivalency, affidavit from the issuing high school, college diploma, or college transcript, any one of which must indicate that graduation has occurred or a degree awarded. A certification of completion shall not be sufficient to substitute for certification of graduation.

Must be not less than eighteen (18) years of age.

Must possess a valid driver's license.

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	07-03-84
	03-16-94
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